

First Class Grants 101

2015-16 Grant Applications

Types of Grants

Public School
HeadStart
Childcare

Excellence, up to \$45,000
Tiered, up to \$92,700

New Classroom
Grants

Plus and Intervention, up to \$120,000
Development, up to \$150,000

Types of Grants

Public School

Head Start

Childcare

New Classroom Grants

Plus

Intervention

Development

Grant Amounts

Excellence

- Up to \$45,000
- Intended to supplement existing classroom
 - Examples: Pay degreed teacher OSR required pay, enhance high quality early learning environment etc.
- Public School, Head Start and Childcare programs may all apply for Excellence grants
- Programs receiving the Excellence Grants are allowed (but not required) to charge tuition

Grant Amounts

Tiered

Free/Reduced Percentage	Grant Amount Per Classroom
<50% free/reduced	\$80,100.00
51%-60% free/reduced	\$82,800.00
61%-75% free/reduced	\$85,500.00
76-90% free/reduced	\$88,200.00
91-100% free/reduced	\$92,700.00

Grant Amounts

Plus and Intervention

- Up to \$120,000
- Intended to fully equip classroom and pay for one year of operations
- Requires 25% match
- For one year only

Development

- Up to \$150,000
- Intended to fully equip classroom and outside learning environment and pay for one year of operations
- Requires 25% match
- For one year only

New Classroom Grants

- New process this year for the large grants
- Three types of New Classroom Grants (up to \$120,000 - \$150,000)
 - Plus*
 - Intervention*
 - Development*
- Each organization interested in applying for a New Classroom Grants (up to \$120,000-\$150,000) must first complete a Letter of Inquiry (LOI)
- Only those organizations with an approved LOI may proceed with the full application process
- Organizations will be notified by DCA the type of New Classroom grant for which they qualify upon approval of LOI
- New Classroom Grants are specifically for growing access to additional children, not to supplement serving an existing group of children

Public School Grants

- Granted to Local Education Agencies for implementation of a First Class Pre-K Classroom.
- May be used to supplement an existing classroom OR
- May be used to establish a new classroom
- May not be used to supplant (replace) funds going into existing Pre-K
- LEA's may apply for **Tiered** amount or **Excellence** amount

Childcare Grants

- Granted to private childcare, community organizations, faith based programs, college or university centers, military childcare, non-profit childcare etc.
- May be used to supplement an existing classroom OR
- May be used to establish a new classroom
- Organizations may apply for **Tiered** amount or **Excellence** amount

Head Start Grants

- Granted to Head Start grantees
- Funds are intended to supplement an existing classroom
 - Teacher pay*
 - Learning environment*
 - Etc.*
- Head Start Programs may apply for the **Excellence** amount

Application Process All Online

Step 1: Registration

Step 1 ½: Letter of Inquiry (New Classroom Grant only)

Step 2: Application

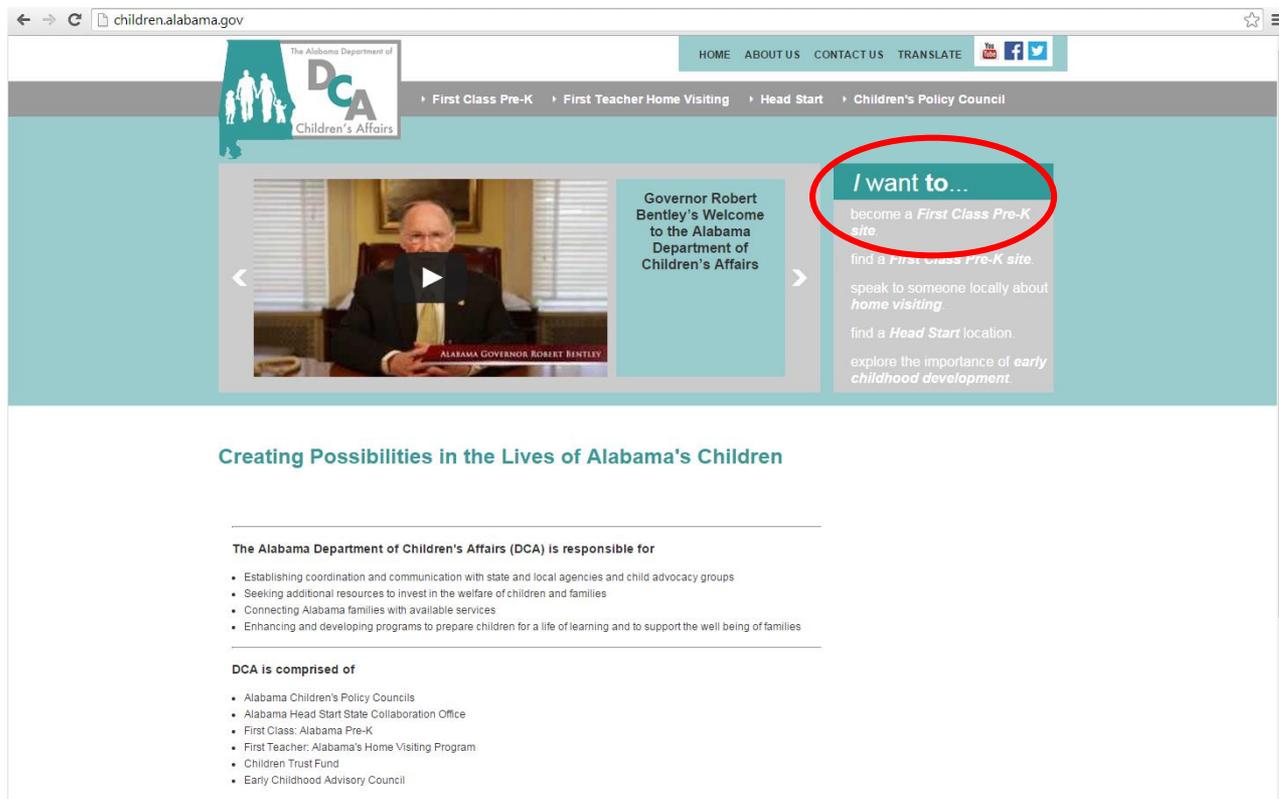
Step 3: Proof application

Step 4: Submit application

Step 5: HOPE

Step 1: Registration

To access the registration page, visit www.children.alabama.gov and click on the link “I want to...become a *First Class Pre-K site*”



Step 1: Registration

On the next page, follow the “Click here to apply” link.

The screenshot shows the website for the Alabama Department of Children's Affairs. The browser address bar displays "children.alabama.gov/become-a-first-class-site/". The navigation menu includes "HOME", "ABOUT US", "CONTACT US", and "TRANSLATE". The sidebar on the left contains a list of links: "First Class Pre-K Main", "2016 First Class Pre-K Conference", "Alabama Developmental Standards for Preschool Children", "Calendar", "Career Opportunities", "First Class Pre-K Classroom Vendor Lists", "First Class Pre-K Grants", "First Class Pre-K Guidelines", "First Class Pre-K In the News", "Professional Development", "Program Locator", "First Class Pre-K Continuation Grants", "Parent Survey", and "2014 Pre-K Conference". The main content area features a "Become a First Class Pre-K Classroom" section with a "Click here to apply" link circled in red. Below this link, there is text about the request for proposals and an application deadline of March 16, 2015. A list of eligibility criteria is provided, including childcare centers, public school systems, Head Start programs, faith-based centers, and college/university lab schools. To the right, there are "Quick Links" for "FIRST CLASS", "FIRST TEACHER", "HEAD START", and "CPC", and a section for "First Class Pre-K Awards 2014-15". At the bottom right, there is a diagram titled "Education Specialist" showing a cycle of "GOALS", "EDUCATION", "SKILLS", "VISION", "INTERESTS", and "VALUES" surrounding a central "CAREER" node.

children.alabama.gov/become-a-first-class-site/

HOME ABOUT US CONTACT US TRANSLATE

First Class Pre-K First Teacher Home Visiting Head Start Children's Policy Council

Become a First Class Pre-K Classroom

Do you want to become a First Class Pre-K Classroom?

[Click here to apply](#)

The Office of School Readiness announces the request for proposals for the First Class Pre-K program. Please follow the directions in the application carefully. Make sure you read this RFP thoroughly before completing.

Application Deadline is March 16, 2015

All Letters of Inquiry to be considered for New Classroom Grants must be received by midnight on February 9, 2015.

Eligibility to Apply:

Alabama's First Class Pre-K is offered in a variety of settings throughout the state. **All types** of programs in any Alabama county are encouraged to apply.

- Childcare centers
- Public school systems
- Head Start programs,
- Faith-based centers,
- College/university lab schools,

Quick Links:
(to our divisions & programs)

FIRST CLASS FIRST TEACHER HEAD START CPC

First Class Pre-K Awards 2014-15

The Alabama Department of Children's Affairs Office of School Readiness is pleased to announce the award of 101 First Class Pre-K grants.

To see the list, please [click here](#).

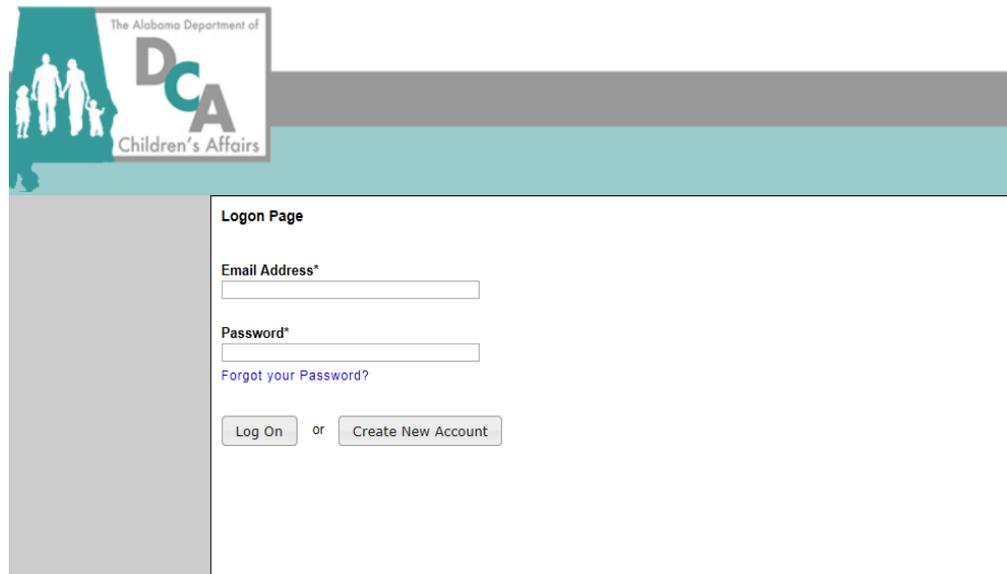
Apply Now for a Career with First Class Pre-K!

EDUCATION
GOALS
SKILLS
VISION
INTERESTS
VALUES
CAREER

Education Specialist

Step 1: Registration

Click on Create New Account to begin the registration process. If you have registered in the past, you do not need to create a new account.



The Alabama Department of
DCA
Children's Affairs

Logon Page

Email Address*

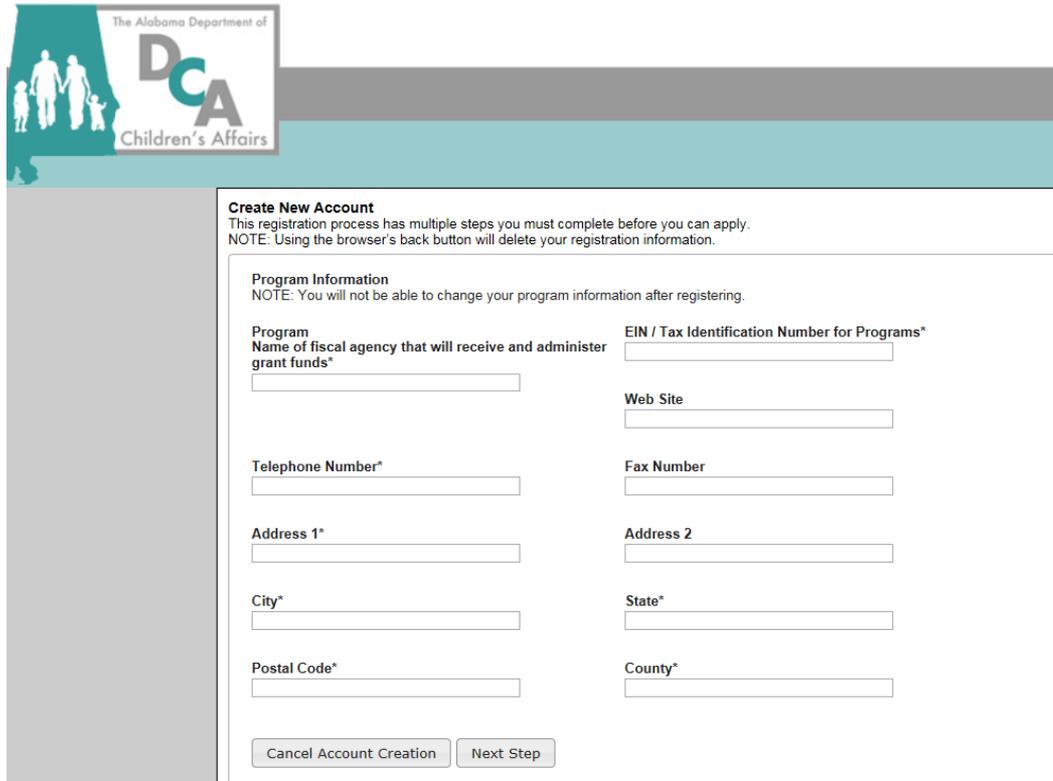
Password*

[Forgot your Password?](#)

or

Step 1: Registration

Enter the name and details of the fiscal agency that will receive and administer grant funds.



The screenshot shows the registration interface for the Alabama Department of Children's Affairs. At the top left is the department's logo, which includes a silhouette of a family and the text 'The Alabama Department of DCA Children's Affairs'. Below the logo is a header bar with a teal and grey gradient. The main content area is titled 'Create New Account' and contains a series of text input fields for program and agency information. At the bottom of the form are two buttons: 'Cancel Account Creation' and 'Next Step'.

The Alabama Department of Children's Affairs

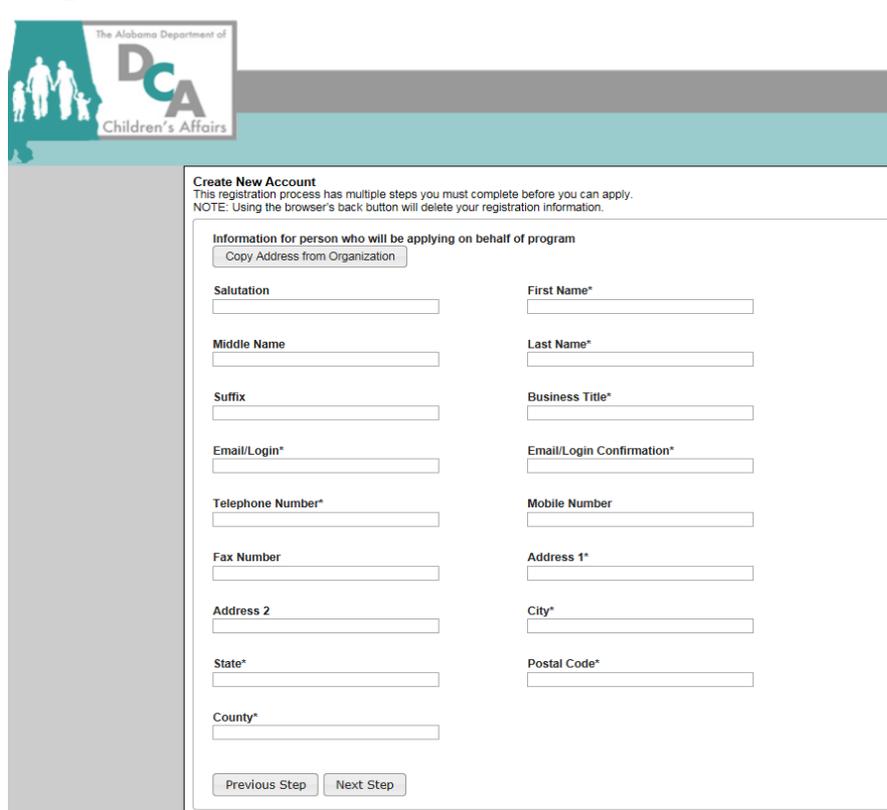
Create New Account
This registration process has multiple steps you must complete before you can apply.
NOTE: Using the browser's back button will delete your registration information.

Program Information
NOTE: You will not be able to change your program information after registering.

Program Name of fiscal agency that will receive and administer grant funds*	<input type="text"/>	EIN / Tax Identification Number for Programs*	<input type="text"/>
	<input type="text"/>	Web Site	<input type="text"/>
Telephone Number*	<input type="text"/>	Fax Number	<input type="text"/>
	<input type="text"/>	Address 2	<input type="text"/>
Address 1*	<input type="text"/>	State*	<input type="text"/>
	<input type="text"/>	County*	<input type="text"/>
City*	<input type="text"/>		
	<input type="text"/>		
Postal Code*	<input type="text"/>		
	<input type="text"/>		

Step 1: Registration

Enter contact information for the person who will be applying on behalf of the program. This person will use their email address and password set during step 6 to log in each time.



The screenshot shows the registration form for the Alabama Department of Children's Affairs. The header includes the department's logo and name. The form is titled "Create New Account" and includes a note about the registration process. The main section is titled "Information for person who will be applying on behalf of program" and contains a "Copy Address from Organization" button. The form fields are organized into two columns and include: Salutation, First Name*, Middle Name, Last Name*, Suffix, Business Title*, Email/Login*, Email/Login Confirmation*, Telephone Number*, Mobile Number, Fax Number, Address 1*, Address 2, City*, State*, Postal Code*, and County*. At the bottom, there are "Previous Step" and "Next Step" buttons.

The Alabama Department of Children's Affairs

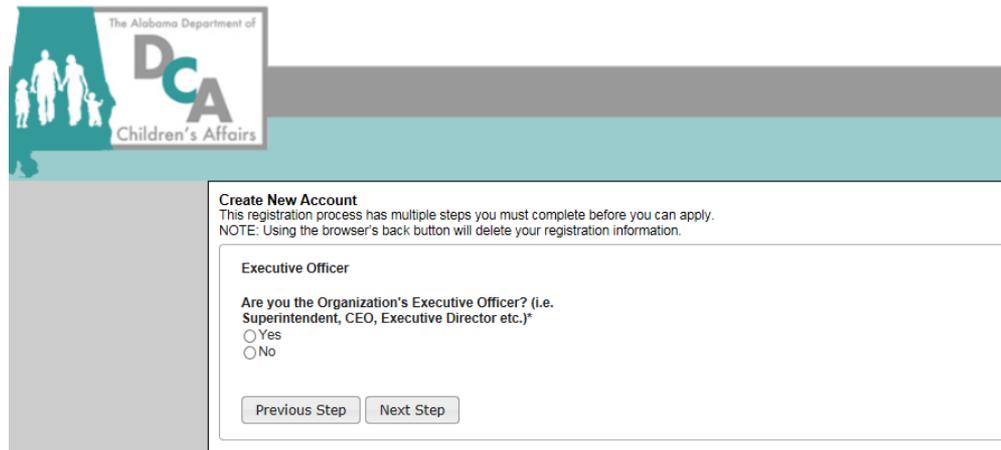
Create New Account
This registration process has multiple steps you must complete before you can apply.
NOTE: Using the browser's back button will delete your registration information.

Information for person who will be applying on behalf of program

Salutation	First Name*
Middle Name	Last Name*
Suffix	Business Title*
Email/Login*	Email/Login Confirmation*
Telephone Number*	Mobile Number
Fax Number	Address 1*
Address 2	City*
State*	Postal Code*
County*	

Step 1: Registration

If the person entered in step 3 is also the Executive Officer, select Yes and proceed to the password page. If the person entered in step 3 is not the Executive Officer, select No and proceed to enter the details for that person.



The screenshot shows the registration interface for the Alabama Department of Children's Affairs. At the top left is the department's logo, which includes a silhouette of a family and the text "The Alabama Department of Children's Affairs" and "DCA". Below the logo is a header bar with a teal background. The main content area is a white box with a grey border. It contains the following text:

Create New Account
This registration process has multiple steps you must complete before you can apply.
NOTE: Using the browser's back button will delete your registration information.

Executive Officer

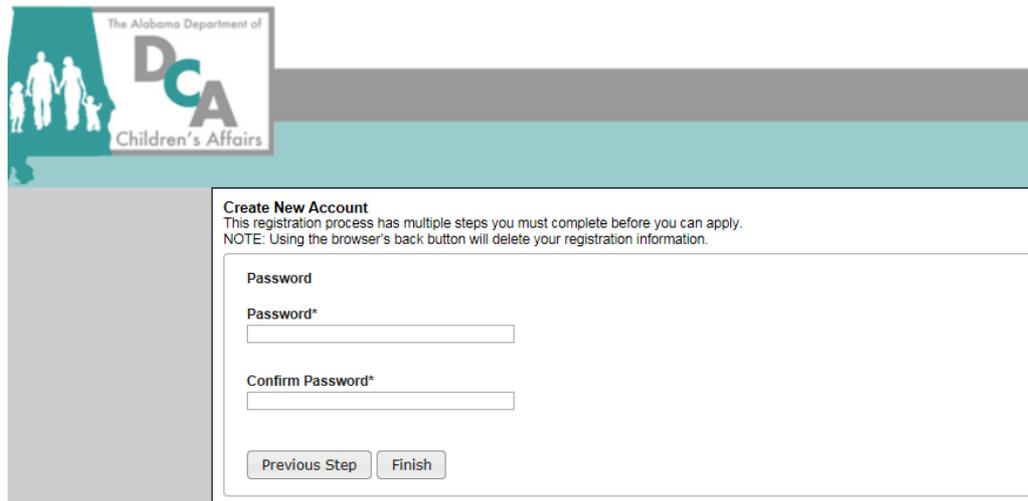
Are you the Organization's Executive Officer? (i.e. Superintendent, CEO, Executive Director etc.)

Yes
 No

At the bottom of the form are two buttons: "Previous Step" and "Next Step".

Step 1: Registration

If you selected Yes in step 4, this is the 5th and **final** step of the registration process. Please set and confirm your password.



The screenshot shows the registration interface for the Alabama Department of Children's Affairs. At the top left is the department's logo, which includes a silhouette of a family and the text "The Alabama Department of DCA Children's Affairs". The main content area is titled "Create New Account" and contains the following text: "This registration process has multiple steps you must complete before you can apply. NOTE: Using the browser's back button will delete your registration information." Below this text are two input fields: "Password*" and "Confirm Password*", each with a corresponding text box. At the bottom of the form are two buttons: "Previous Step" and "Finish".

Create New Account
This registration process has multiple steps you must complete before you can apply.
NOTE: Using the browser's back button will delete your registration information.

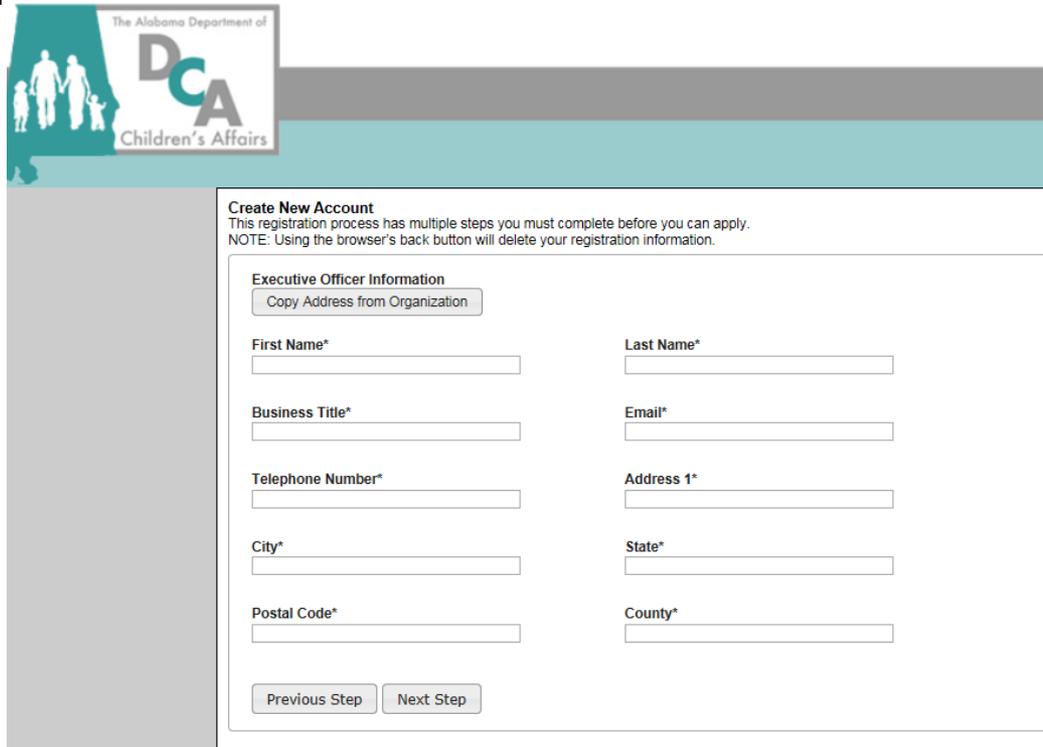
Password
Password*

Confirm Password*

Previous Step Finish

Step 1: Registration

OR if you selected No in step 4, you will need to complete this step of the registration process by entering the Executive Officer Information



The screenshot shows the registration interface for the Alabama Department of Children's Affairs. At the top left is the department's logo, which includes a silhouette of a family and the text 'The Alabama Department of DCA Children's Affairs'. The main content area is titled 'Create New Account' and includes a note: 'This registration process has multiple steps you must complete before you can apply. NOTE: Using the browser's back button will delete your registration information.' Below this is a section for 'Executive Officer Information' with a 'Copy Address from Organization' button. The form contains several required fields: First Name*, Last Name*, Business Title*, Email*, Telephone Number*, Address 1*, City*, State*, Postal Code*, and County*. At the bottom of the form are 'Previous Step' and 'Next Step' buttons.

The Alabama Department of Children's Affairs

Create New Account
This registration process has multiple steps you must complete before you can apply.
NOTE: Using the browser's back button will delete your registration information.

Executive Officer Information
Copy Address from Organization

First Name* Last Name*

Business Title* Email*

Telephone Number* Address 1*

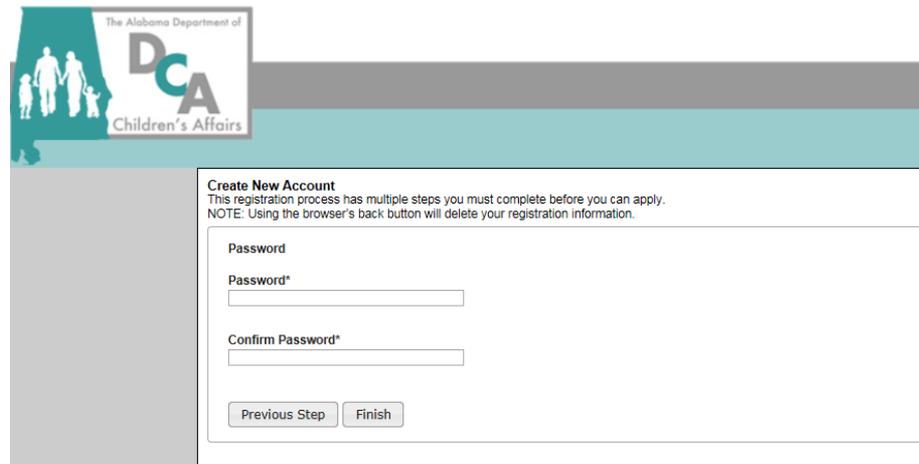
City* State*

Postal Code* County*

Previous Step Next Step

Step 1: Registration

For those that selected No in step 4, this the final step. Proceed to set and confirm your password.



The screenshot shows the registration interface for the Alabama Department of Children's Affairs. At the top left is the department's logo, which includes a stylized family icon and the text "The Alabama Department of DCA Children's Affairs". The main content area is titled "Create New Account" and contains the following text: "This registration process has multiple steps you must complete before you can apply. NOTE: Using the browser's back button will delete your registration information." Below this text are two input fields: "Password" and "Confirm Password*", each with an asterisk indicating it is required. At the bottom of the form are two buttons: "Previous Step" and "Finish".

Once you have successfully completed the registration process you will be taken to the Application page. Congratulations!

Step 1 ½: Letter of Inquiry

[New Classroom Grant Application](#)

Eligibility to Apply:

All types of programs are encouraged to apply for this grant to establish a new classroom for 4-year-olds who currently do not have access to Pre-K. Those programs include, but are not limited to the following:

- Childcare centers
- Public schools
- Head Start programs
- Faith-based centers
- College and University programs and lab schools
- Private schools
- Community organizations
- Military childcare centers
- Other providers of preschool.

Application Process:

All potential applicants for a New Classroom Grant (Plus, Intervention, Development) must first submit a Letter of Inquiry. Letters of Inquiry for the establishment of new classrooms are due no later than **February 9, 2015**. The New Classroom Grants include Plus, Intervention and Development grants and are up to \$120,000 or \$150,000, depending on the criteria met. Only organizations with approved Letters of Inquiry will be allowed to apply for the New Classroom Grants (Plus, Intervention, and Development).

The New Classroom Grants are designed to establish a brand new classroom serving children who currently do not have access to Pre-K. New Classroom Grants are awarded for **1 year** and will go through a re-application process for a lower grant amount for subsequent years. The initial application will require a sustainability plan for the classroom.

All organizations, including those with an LOI not approved, may apply for the following types of grants: Childcare, Public School, and Head Start. The grant amounts and requirements are specified within the application. Organizations may apply for the Childcare, Public School, and Head Start grants **without an LOI**. **Only the New Classroom Grants require an approved LOI.**

Clicking this link will take you to the Letter of Inquiry (LOI).

Step 2: Application



requests

Dashboard

Apply

tools

Fax to File

Application Page

Instructions

The Alabama Department of Children's Affairs announces the Request for Proposals (RFP) for the First Class Pre-K program. Please follow the directions in the application carefully. Please read this RFP thoroughly before completing.

Diverse Delivery:

Alabama's First Class Pre-K is offered in a variety of settings throughout the state. All types of programs in all Alabama counties are encouraged to apply. The Department of Children's Affairs encourages and supports a diverse delivery system.

Childcare centers
Public schools
Head Start programs
Faith-based centers
College and University programs and lab schools
Private schools
Community organizations
Military childcare centers
Other providers of preschool

Requirements:

The First Class Pre-K program is nationally recognized for high quality. To understand the required expectations of a First Class Pre-K classroom, please refer to the Office of School Readiness 2014-15 Guidelines and the Alabama Developmental Standards for Preschool Children. These documents may be found at www.children.alabama.gov.

Application Process:

All applications are to be submitted online using the grant management system.

A Letter of Inquiry (LOI) is NOT required to apply for Childcare, Public School, and Head Start Grants. **Only the New Classroom Grants require an approved LOI.**

The Childcare, Public School and Head Start Grants may be used to establish a new classroom, however, the grant amounts are not as great as the amounts funded through the New Classroom Grants application. If a Childcare, Public School or Head Start organization has another source of funds to help with the establishment of the new classroom, the organization is encouraged to use the appropriate Childcare, Public School, or Head Start Grant application to establish new classrooms.

Registration:

Prior to applying for a grant, each organization must first register through the online grant system. Click the registration link from the www.children.alabama.gov website to access registration and online grants.

Questions and Support:

Questions about the grant application and process may be emailed to prekgrantsupport@dca.alabama.gov or you may leave a message at (334) 353-2715.

Please note: The First Class Pre-K grant funds are not allowed to supplant (replace) federal or other funds allocated to 4-year-old preschool or Pre-K programs.

Step 2: Application

Childcare Program Application

Childcare Program Application

Eligibility to Apply:

All childcare centers in all counties are encouraged to apply, including but not limited to

- Private childcare,
- Faith-based programs,
- College and university centers,
- Private schools,
- Community organizations,
- Military based childcare
- Others providers of early childhood education.

Step 2: Application

Public School Application

Public School Program Application

Eligibility to Apply:

All Local Education Agencies (LEA) throughout the state are encouraged to apply.

Step 2: Application

HeadStart First Class Application

Head Start First Class Application

Eligibility to Apply:

All Head Start classrooms throughout the state are encouraged to apply for Excellence grants.

Step 3: Proof application

Be sure to save the application frequently!

Step 4: Submit application

Once you have completed the application and verified that all files have been uploaded, submit the application using the online system.

Step 5: HOPE

Thank you for applying!

Tip

From the “Become a First Class Pre-K Classroom” page, you can access additional **Grant Material** including PDF versions of the applications for all Childcare, Head Start, and Public School Grants.

Grant Materials

All applications must be completed online using the [online grant application system](#).

Below are PDF versions of the applications for each type of grant. Click on the title to view the question legend.

[Childcare Grant Application](#)

[Head Start First Class Application](#)

[Public School Grant Application](#)

[New Classroom Grant Letter of Inquiry \(LOI\)](#) - only necessary if applying for Plus, Intervention or Development grants up to \$120,000 - \$150,000

[New Classroom Grant Application](#)

Download recorded GoTo Meeting regarding the First Class Grants

Tip

The New Classroom Grant Letter of Inquiry (LOI) and the New Classroom Grant Application are also available. **Since the entire application process is online, it may be helpful to have these files.**

Grant Materials

All applications must be completed online using the **online grant application system**.

Below are PDF versions of the applications for each type of grant. Click on the title to view the question legend.

[Childcare Grant Application](#)

[Head Start First Class Application](#)

[Public School Grant Application](#)

[New Classroom Grant Letter of Inquiry \(LOI\)](#) - only necessary if applying for Plus, Intervention or Development grants up to \$120,000 - \$150,000

[New Classroom Grant Application](#)

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